

**TRANSPORTATION
FUND**

TRANSPORTATION FUND

MISSION STATEMENT: To provide a parking system that meets the needs of Amherst residents and businesses, and, that can be supported through fees and other alternative non-tax revenue sources.

TRANSPORTATION FUND SUMMARY

	FY 03 Actual	FY 04 Budget	FY 04 Actual	FY 05 Budget	FY 06 Budget	Change FY 05 - 06	Percent Change
Operating Revenues	\$ 505,674	531,000	525,865	602,850	814,429	211,579	35.1%
Interest	\$ 2,174	1,000	2,153	2,000	2,000	0	0.0%
SUBTOTAL REVENUES	\$ 507,848	532,000	528,019	604,850	816,429	211,579	35.0%
Transportation Fund Surplus	\$ 0	56,527	56,527	0	0	0	0.0%
TOTAL RESOURCES	\$ 507,848	588,527	584,546	604,850	816,429	211,579	35.0%
Operating Budgets	\$ 299,383	299,529	295,548	368,799	582,459	213,660	57.9%
Gen. Fund Services	\$ 34,406	37,435	37,435	39,633	71,385	31,752	80.1%
Gen. Fund Loan Repayment	100,000	102,000	102,000	70,045	0	(70,045)	-100.0%
Debt Service	\$ 74,059	129,563	129,562	126,373	120,585	(5,788)	-4.6%
Capital Program	\$ 0	20,000	20,000	0	42,000	42,000	0.0%
TOTAL APPROPRIATION	\$ 507,848	588,527	584,545	604,850	816,429	211,579	35.0%

TRANSPORTATION FUND**REVENUES**

GOAL STATEMENT: To develop revenue sources adequate to make parking services self-supporting.

CONTINUING OBJECTIVES:

To evaluate parking fee levels.
To evaluate alternative sources of funding.

LONG RANGE OBJECTIVES:**FY 06 OBJECTIVES:**

To maintain fees at current levels.

SERVICE LEVELS:

	FY 00	FY 01	FY 02	FY 03	FY 04
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Funding Composition (%)					
Operating Revenues	100	100	94	94	90
Interest	0	0	0	1	0
Grants	0	0	0	0	0
Taxation	0	0	0	0	0
Surplus Funds	0	0	6	5	10

TRANSPORTATION FUND**REVENUES**

	FY 03 Actual	FY 04 Budget	FY 04 Actual	FY 05 Budget	FY 06 Budget	Change FY 05 - 06	Percent Change
Parking Violations	171,202	120,000	168,823	170,000	224,579	54,579	32.1%
Parking Fines	61,902	45,000	65,185	60,000	95,000	35,000	58.3%
Parking Fines - Registry Fee	38,905	30,000	41,735	39,850	39,850	0	0.0%
Parking Meter Fees	311,333	312,000	326,405	312,000	412,000	100,000	32.1%
Parking Permit Fees	20,340	20,000	21,410	20,000	23,500	3,500	17.5%
Parking Garage Reserve Fee	0	0	14,280	14,000	18,500	4,500	32.1%
Miscellaneous	675	4,000	565	1,000	1,000	0	0.0%
Interest	2,174	1,000	2,153	2,000	2,000	0	0.0%

SIGNIFICANT BUDGET CHANGES:

The Select Board has increased hourly parking rates, permit parking rates, and parking violations that is estimated to generate an increase of \$200,000 in new parking revenues in FY 06. Increased parking revenues, particularly from violations, allow for the Transportation Fund to fund additional transportation-related services heretofore funded via taxation in the General Fund.

TRANSPORTATION FUND**4480: PARKING MANAGEMENT**

GOAL STATEMENT: To effectively manage the Town Center and adjacent residential area parking systems.

CONTINUING OBJECTIVES:

To review and revise Residential and Town Center Permit regulations.
 To review and revise parking enforcement policies & procedures as needed.
 To enforce parking regulations.
 To train personnel to maintain appropriate customer service.
 To coordinate parking related functions with other departments in an effort to provide viable parking solutions to increased traffic/parking congestion.
 To coordinate the installation and maintenance of parking meters, posting of appropriate signage and the collection and deposit of parking revenues.
 To continue to evaluate new meter technologies and alternative revenue collection devices.
 To evaluate the entire parking system with the completed garage and make adjustments where necessary.

LONG RANGE OBJECTIVES:

To improve compliance with parking regulations. through
 To discourage meter feeding and increase parking space turnover.

FY 06 OBJECTIVES:

To select and implement use of electronic violation writing devices.
 To transfer administrative management of violations to MUNIS parking software module.

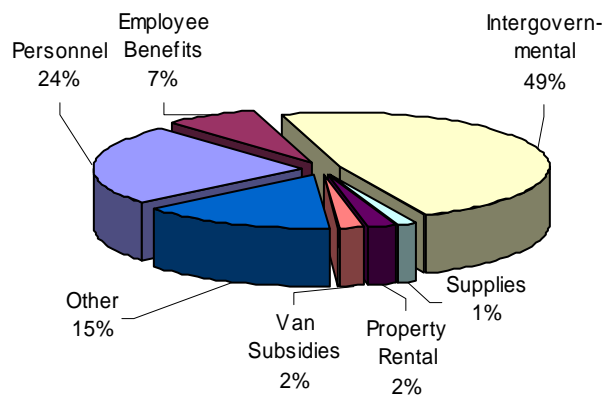
SERVICE LEVELS:

	FY 00	FY 01	FY 02	FY 03	FY 04
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Meters maintained	519	518	414	404	408
Stolen and demolished meters	2	4	3	3	3
Meter Repairs	1,571	252	240	309	260
Meter Conversions	76	128	14	0	0
Tickets issued	21,993	31,261	29,332	27,466	31,026
Traffic Enforcement/Special Events	3	9	9	9	20
Hours of Meter Enforcement	5,200	6,136	5,282	5,282	4,720
Boot and Tow Releases	n/a	54	49	53	16
Parking Permits Issued	n/a	535	473	536	614
Committees Served: Parking Commission	1	1	1	1	1

SIGNIFICANT BUDGET CHANGES AND UNFUNDED NEEDS: Personnel services increases include the Transportation Fund share of increases to retirement assessments (\$4,974) and for FY 06 only, \$15,000 is needed for extra help to complete a conversion to new MUNIS parking ticket billing software. Professional/technical services decreases by \$25,000 due to billing software conversion and elimination of deputy collector fees to process late billing. Transportation subsidies for the so-called "pretzel run" outreach routes providing afternoon/evening bus service to the Orchard Valley/West Street, Echo Hill/Gatehouse Road and Cushman/Mill Hollow areas are funded at \$91,000. These routes are not part of PVTA service and are provided via a direct contract between the Town and UMass Transit. **(continued on next page)**

TRANSPORTATION FUND**4480: PARKING MANAGEMENT**

		FY 03 Actual	FY 04 Budget	FY 04 Actual	FY 05 Budget	FY 06 Budget	Change FY 05 - 06	Percent Change
Personnel Services	\$	164,469	167,028	150,350	162,045	184,714	22,669	14.0%
Operating Expenses	\$	134,150	128,501	140,963	202,754	393,745	190,991	94.2%
Capital Outlay	\$	763	4,000	4,234	4,000	4,000	0	0.0%
TOTAL APPROPRIATION	\$	299,383	299,529	295,548	368,799	582,459	213,660	57.9%
SOURCES OF FUNDS								
User Fees	\$	299,383	299,529	295,548	368,799	582,459	213,660	57.9%
POSITIONS								
Full Time		3.00	3.50	3.50	3.50	3.50	0.00	
Part Time With Benefits		2.00	1.00	1.00	1.00	1.00	0.00	
Full Time Equivalents		4.30	4.00	4.00	4.00	4.00	0.00	

MAJOR COMPONENTS:

Personnel Services includes funds for two full time enforcement officers, a half time enforcement officer, a parking clerk, and a half time maintenance worker shared with the Parks budget. Also included is \$41,822 for health insurance, retirement and other employee benefits.

Property Rental, \$12,095, provides funds for rental of the Unitarian Parking Lot.

Supplies, \$8,000, includes uniforms, supplies for revenue collection boxes, meter bags, etc.

Van Subsidies, \$12,000 is for ???????????????.

Intergovernmental, \$278,831 includes taxes, \$87,831, which are paid to the General Fund for parking facilities, PVTA assessment, \$100,000 and outreach routes, \$91,000.

SIGNIFICANT BUDGET CHANGES AND UNFUNDED NEEDS (continues from previous page):

Transportation subsidies for seniors for PVTA and van service totaling \$12,000 replenish funds from a special article funded at the 2003 Annual Town Meeting. The increase in overall revenue to this Fund also allows the Transportation Fund to support for the first time \$100,000 of the Town's \$185,000 share of the estimated \$806,000 PVTA assessment, with the other \$85,000 coming from taxation. UMass and Five College, Inc. reimburse the Town for the remaining portion (\$621,000) of this assessment.

Unfunded Needs: Capital needs include the purchase of four handheld electronic violation writing devices for \$12,000 and \$30,000 for parking lot repaving.

TRANSPORTATION FUND**GENERAL FUND SERVICES**

GOAL STATEMENT: To compensate the General Fund for services provided by various departments.

CONTINUING OBJECTIVES:

To ensure that all costs related to parking services are identified and appropriately charged through evaluation and modification of the indirect cost model used to assess charges for General Fund administrative support.

LONG RANGE OBJECTIVES:**FY 06 OBJECTIVES:**

To evaluate charges for services from General Fund departments.

SERVICE LEVELS:

	<u>FY 00</u> <u>Actual</u>	<u>FY 01</u> <u>Actual</u>	<u>FY 02</u> <u>Actual</u>	<u>FY 03</u> <u>Actual</u>	<u>FY 04</u> <u>Actual</u>
Number of departments reimbursed			7	8	8
Percentage of total Fund expenses paid to the General Fund			6	6	6

TRANSPORTATION FUND**GENERAL FUND SERVICES**

	FY 03 Actual	FY 04 Budget	FY 04 Actual	FY 05 Budget	FY 06 Budget	Change FY 05 - 06	Percent Change
General Fund Loan Repayment	100,000	100,000	100,000	70,045	0	(70,045)	-100.0%
General Fund Services	\$ 34,406	37,435	37,435	39,633	71,385	31,752	80.1%
TOTAL APPROPRIATION	\$ 134,406	137,435	137,435	109,678	71,385	(38,293)	-34.9%
SOURCES OF FUNDS							
User Fees	134,406	137,435	137,435	109,678	71,385	(38,293)	-34.9%

MAJOR COMPONENTS:

General Fund Services

The General Fund provides services which are used by the Transportation Fund. Transfers are made from the Transportation Fund to the General Fund to compensate for the cost of these services. Charges for FY 06 are as follows:

Select Board / Town Manager	1% of budget	\$ 2,387
Finance Department	2% of budget	6,536
Human Resources	2% of budget	3,803
Human Rights	2% of budget	794
Construction and Maintenance	5% of budget	31,902
Planning	2% of budget	5,315
Information Systems	1% of budget	10,123
Police		4,561
Town Hall Debt		<u>5,964</u>
TOTAL ADMINISTRATIVE REIMBURSEMENTS		<u>\$71,385</u>

SIGNIFICANT BUDGET CHANGES:

A reimbursement for Public Works Construction and Maintenance services provided to support the parking system is added. The repayment of a General Fund Loan totaling \$70,045 for Registry of Motor Vehicle fees that should have been paid by the Transportation Fund for FY 03 and FY 04 was completed in FY 05.

TRANSPORTATION FUND**DEBT SERVICE****GOAL STATEMENT:**

To provide funds to satisfy debt obligations.

CONTINUING OBJECTIVES:

To evaluate and recommend appropriate debt service levels for this Fund.

LONG RANGE OBJECTIVES:**FY 06 OBJECTIVES:**

To make payments on debt incurred in acquisition of the CVS Parking Lot.

To make payments on debt incurred to build the parking garage on the Boltwood site.

SERVICE LEVELS:

	<u>FY 00</u> <u>Actual</u>	<u>FY 01</u> <u>Actual</u>	<u>FY 02</u> <u>Actual</u>	<u>FY 03</u> <u>Actual</u>	<u>FY 04</u> <u>Actual</u>
Number of issues outstanding	1	2	2	2	2

TRANSPORTATION FUND**DEBT SERVICE**

		FY 03 Actual	FY 04 Budget	FY 04 Actual	FY 05 Budget	FY 06 Budget	Change FY 05 - 06	Percent Change
Principal	\$	0	82,443	82,443	82,645	80,369	(2,276)	-2.8%
Interest	\$	74,059	47,120	47,119	43,728	40,216	(3,512)	-8.0%
TOTAL APPROPRIATION	\$	74,059	129,563	129,562	126,373	120,585	(5,788)	-4.6%
SOURCE OF FUNDS								
User Fees	\$	74,059	93,036	93,035	126,373	120,585	(5,788)	-4.6%
Surplus	\$	0	36,527	36,527	0	0	0	0.0%

MAJOR COMPONENTS:	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
CVS Parking Lot	\$32,369	\$ 3,428	\$35,797
Parking Garage	<u>50,000</u>	<u>36,788</u>	<u>86,788</u>
	<u>\$ 80,369</u>	<u>\$ 40,216</u>	<u>\$120,585</u>

SIGNIFICANT BUDGET CHANGES:

None.

TRANSPORTATION FUND**CAPITAL PROGRAM**

MISSION STATEMENT: To maintain facilities and equipment to ensure the delivery of efficient parking services.

CONTINUING OBJECTIVES:

To maintain a capital plan that ensures the efficiency and effectiveness of the parking system.

LONG RANGE OBJECTIVES:**FY 06 OBJECTIVES:****SERVICE LEVELS:**

	<u>FY 00</u> <u>Actual</u>	<u>FY 01</u> <u>Actual</u>	<u>FY 02</u> <u>Actual</u>	<u>FY 03</u> <u>Actual</u>	<u>FY 04</u> <u>Actual</u>
Number of Projects:					
Departmental Equipment (meters)	76	128	14	0	0
Existing Facilities	0	0	0	0	0
New Facilities	0	0	0	0	0

TRANSPORTATION FUND**CAPITAL PROGRAM**

		FY 03 Actual	FY 04 Budget	FY 04 Actual	FY 05 Budget	FY 06 Budget	Change FY 05 - 06	Percent Change
Departmental Equipment	\$	0	20,000	20,000	0	12,000	12,000	0.0%
Existing Facilities	\$	0	0	0	0	30,000	30,000	0.0%
New Facilities	\$	0	0	0	0	0	0	0.0%
TOTAL APPROPRIATION	\$	0	20,000	20,000	0	42,000	42,000	0.0%
SOURCE OF FUNDS								
User Fees	\$	0	0	0	0	42,000	42,000	0.0%
Surplus Funds	\$	0	20,000	20,000	0	0	0	0.0%

MAJOR COMPONENTS:	Equipment:	12,000	Four Handheld Electronic Violation Writing Devices
	Facilities:	30,000	Parking Lot Repaving (Pray Street Lot)